



BUDGET SUBCOMMITTEE

Tucson-Pima County Historical Commission (T-PCHC)

Wednesday, June 5, 2019, 11:30 A.M.

**3rd Floor Medium Conference Room, Planning and Development Services
Department, Public Works Building, 201 N. Stone, Tucson, Arizona.**

Minutes

1. **Call to Order / Roll Call.** The meeting was called to order at 11:32 A.M. Present were Chair Teresita Majewski, Vice Chair Jennifer Levstik, and Commissioners Sharon Chadwick, Beth Grindell, and Denice Osbourne. No subcommittee members were absent. A quorum was present.
2. **Approve end-of-FY 2018–2019 budget summary as shown below. In addition, if entire allocated Travel amount (\$720) is not used as of 6/17/19, or if any other budget lines have remaining balances after that date, all unused balances will be reallocated from their current budget line to Support Services and be added to the amount awarded for Item 4, below.**

Budget Line	Current FY18 Budget Allocation (as of 5/8/19)	Balance under 5/8/19 Allocation	Already- Approved Amounts to be Paid Out Under 5/8/19 Allocation	Balance Less Already- Approved Amounts as of 6/1/19)	Reallocation Action on 6/5/19	Adjusted Balances as of 6/5/19 – Amts available for use
Space Cost (Awards Ceremony)	\$375.00	\$0.00	\$0.00	\$0.00	None (previously reallocated to \$375.00 on 5/8/19)	\$0.00
Support Services (TPCHC Mini-grants)	\$3,155.00	\$460.00	\$0.00	\$460.00	Add reallocated M&S (\$94.66) to 6/1/19 Support Services balance (\$460.00)	\$554.66
Travel (Staff Training)	\$720.00	\$720.00	\$720.00	\$0.00	None (previously reallocated to \$720.00 on 5/8/19)	\$720.00*
Materials & Supplies	\$350.00	\$120.98	\$0.00	\$94.66	Reallocate \$94.66 from 6/1/19 M&S balance to Support Services	\$0.00
Prof/Outside Services	\$3,600.00	\$883.19	\$0.00	\$883.19	Confirm drawdown from balance after 5/8/19 reallocation)	\$883.19
TOTAL	\$8,200.00					\$2,157.85

*Already approved for expenditure on 2/11/19. Motion to include language to account for possibility that entire allocated travel amount (\$720.00) may not be expended if all commissioners already selected for \$240 in reimbursement (each) for Historic Preservation registration do not attend the meeting.

It was moved by Commissioner Grindell, seconded by Commissioner Chadwick, and carried by a voice vote of 5 to 0 to approve the end-of-FY 2018–2019 budget summary and reallocation actions as shown in agenda item 2. In addition, if entire allocated Travel amount (\$720) is not used as of 6/17/19, or if any other budget lines have remaining balances after that date, all unused balances will be reallocated from their current budget line to Support Services and be added to the amount awarded for agenda item 4.

3. Request from the Arizona Historical Society (AHS), for \$883.19, to store the archives of the TPCHC for the period July 1, 2018, through June 30, 2019.

It was moved by Commissioner Grindell, seconded by Commissioner Osbourne, and carried by a voice vote of 5 to 0 to award \$883.19 to the Arizona Historical Society (AHS) to store the archives of the TPCHC for the period July 1, 2018, through June 30, 2019.

4. Request from the Tucson Presidio Trust for Historic Preservation for \$554.66 for supplies and labor to maintain the Presidio's pit house exhibit and to purchase props for the display. Amount disbursed will be increased by the amount of any unused balances from all TPCHC budget lines after the June 2019 Arizona Historic Preservation Conference Travel line expenses have been reconciled (see agenda item 2).

It was moved by Commissioner Grindell, seconded by Vice Chair Levstik, and carried by a voice vote of 5 to 0 to award the Tucson Presidio Trust for Historic Preservation \$554.66 for supplies and labor to maintain the Presidio's pit house exhibit and to purchase props for the display. The amount disbursed will be increased by the amount of any unused balances from all TPCHC budget lines after the June 2019 Arizona Historic Preservation Conference Travel line expenses have been reconciled (per agenda item 2).

5. Adjournment. The meeting was adjourned at 11:41 A.M.